

Making the Most of Your SAKI Award

The National Sexual Assault Kit Initiative Training and Technical Assistance (SAKI TTA) Team has prepared the following information for your SAKI site. This checklist provides the SAKI TTA Team's suggested guidance for initiating activities associated with a SAKI award.

- Locate and view the [Department of Justice \(DOJ\) Financial Guide](#).*
- Log into your Performance Measurement Tool (PMT) account. (If you experience any issues, contact the Bureau of Justice Assistance PMT Help Desk at bjapmt@usdoj.gov or 1.888.252.6867.)
- Hold an introductory call with your SAKI TTA site liaison. (Your assigned site liaison will schedule this call.)
- Review the FY2019 SAKI Welcome Packet.
- Hold your first SAKI multidisciplinary team (MDT) meeting.
- Create an [account](#) for the following online resources:
 - [SAKI Toolkit](#)
 - [Virtual Academy](#)
- Create a [briefcase](#) within the SAKI Toolkit.
- Share at least two resources from the SAKI Toolkit with your team members.
- Start a spreadsheet to track future SAKI successes and milestones.
 - Examples of successes and milestones may include establishing your MDT, certification of your SAKI inventory, sexual assault kit (SAK) testing plan initiated, completion of SAK testing, first SAKI arrest, first SAKI indictment.

If you have any questions regarding this checklist or the SAKI Welcome Packet, contact your site liaison or the SAKI TTA Help Desk at sakitta@rti.org or 1.800.957.6436.

*The DOJ Financial Guide is updated online periodically. To ensure you are viewing the most-recent version, please use the link to access it; do not download and save your own copy.